



Official Gazette

City of Spokane, Washington

Statement of City Business, including a Summary of the Proceedings of the City Council

Volume 109

APRIL 17, 2019

Issue 16



MAYOR AND CITY COUNCIL

MAYOR DAVID A. CONDON

COUNCIL PRESIDENT BEN STUCKART

COUNCIL MEMBERS:

BREEAN BEGGS (DISTRICT 2)

KATE BURKE (DISTRICT 1)

MIKE FAGAN (DISTRICT 1)

LORI KINNEAR (DISTRICT 2)

CANDACE MUMM (DISTRICT 3)

KAREN STRATTON (DISTRICT 3)

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The Official Gazette

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Minutes

MINUTES OF SPOKANE CITY COUNCIL**Monday, April 8, 2019****BRIEFING SESSION**

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:30 p.m. in the Council Briefing Center in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

Roll Call

On roll call, Council President Stuckart and Council Members Beggs, Burke, Fagan, Kinnear, Mumm, and Stratton were present.

City Attorney Mike Ormsby, City Council Policy Advisor Brian McClatchey, and City Clerk Terri Pfister were also present on the dais.

Advance Agenda Review

The City Council received an overview from staff on the April 15, 2019, Advance Agenda items.

Final Reading Ordinance C35756 Relating to the Code of Ethics

Assistant City Attorney Mike Piccolo requested a motion to move the second (and final) reading of Ordinance C35756 to April 22 as Commission members plan to attend and be available to the City Council and the public. The following action was taken:

Motion by Council Member Fagan, seconded by Council Member Beggs, **to defer** Final Reading Ordinance—relating to the Code of Ethics; amending SMC sections 1.04A.020 and 1.04A.110 of the Spokane Municipal Code—to April 22, 2019; **carried unanimously.**

Interlocal Agreement with Spokane County Regarding Northeast Public Development Authority (OPR 2019-0280) and Related Ordinance C35759

Council President Stuckart requested a motion to first suspend Council Rules and then move the Interlocal Agreement between the City of Spokane and Spokane County regarding reformation of the Northeast Public Development Authority to the April 15, 2019, Current Agenda, so it can appear on the agenda for the Finance Committee next week. The following action was taken:

Motion by Council Member Fagan, seconded by Council Member Mumm, **to suspend** the Council Rules; **carried unanimously.**

Council President Stuckart then called for a motion to add Ordinance C35759 to first readings on the April 8 agenda and second reading on April 15 and to add (Current) Consent Item No. 15 (Interlocal Agreement with Spokane County) from the April 8th agenda to April 15th agenda. The following action was taken:

Motion by Council Member Mumm, seconded by Council Member Fagan, **to add** Ordinance C35759 to first readings on the April 8 agenda and second reading on April 15 and to add (Current) Consent Item No. 15 (Interlocal Agreement with Spokane County) from the April 8th agenda to April 15th agenda; **carried unanimously.**

Action to Approve April 15, 2019, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the April 15, 2019, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.2):

Motion by Council Member Fagan, seconded by Council Member Beggs, **to approve** the Advance Agenda for Monday, April 15, 2019; **carried unanimously.**

ADMINISTRATIVE SESSION**Current Agenda Review**

The City Council received an overview from staff on the April 8, 2019, Current Agenda items.

Low Bid of LaRiviere, Inc. for Sprague Avenue Rebuild 2A (OPR 2019-0252 / ENG 2014155)

Council President Stuckart requested a motion to defer the Low Bid of LaRiviere for two weeks and add this (item) to the Finance Committee next Monday and add it to the PIES agenda the following week. Council Member Mumm stated there is room on the Finance Committee (for this item) and maybe the item can be dispatched within a week and if not Council Member Beggs can make room on his PIES Committee as well. The following action was taken:

Motion by Council Member Mumm, seconded by Council Member Stratton, **to defer** the Low Bid of LaRiviere, Inc. (for Sprague Avenue Rebuild 2A) for two weeks (to April 22, 2019, Agenda); **carried unanimously.**

Action to Approve April 8, 2019, Current Agenda

Following staff reports and Council inquiry and discussion regarding the April 8, 2019, Current Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.2):

Motion by Council Member Fagan, seconded by Council Member Mumm, **to approve** the Current Agenda for Monday, April 8, 2019; **carried unanimously.**

CONSENT AGENDA

Motion by Council Member Fagan, seconded by Council Member Mumm, the City Council unanimously approved Staff Recommendations for the following:

City Clerk Report on Initiatives filed by Michael Cathcart, Better Spokane:

- a. Initiative No. 2019-1 regarding an amendment to the City Charter regarding open government and transparency in City Government. (LGL 2019-0014)
- b. Initiative No. 2019-2 regarding an amendment to the City Charter prohibiting a City of Spokane income tax. (LGL 2019-0015)

Purchase by Fleet Services from Columbia Ford for four Ford Escapes for the Wastewater Department using Washington State Contract #05916—\$104,627.68 (incl. tax). (OPR 2019-0248)

Annual Value Blanket Orders with Specialty Asphalt (Spokane, WA) for:

- a. Nuvo Gap B Products using Washington State Contract #01211—Not to exceed \$80,000 (incl. tax) (OPR 2019-0249).
- b. SA Premier Hot Pour Rubberized Sealant accessing Washington State Contract #01211—Not to exceed \$115,000 (incl. tax). (OPR 2019-0250)

Annual Value Blanket Order Extensions for three months for miscellaneous asphalt mixes with (all Spokane):

- a. Shamrock Paving—not to exceed \$50,000. (OPR 2014-0106 / BID 4006-14)
- b. Inland Asphalt—not to exceed \$50,000. (OPR 2014-0264 / BID 4006-14)

Contract Extension with United States Electric Corporation for electrical, technical and maintenance support services for the Waste to Energy Facility from May 1, 2019, through April 30, 2020—\$90,000. (OPR 2015-0023 / RFP 4077-14)

Contract with Azteca Systems, LLC. (Sandy, UT) for Cityworks Annual Software Maintenance and Support from April 1, 2019, through March 31, 2020—\$76,230 (incl. tax). Cityworks is a GIS-based Asset Maintenance Management System used by the Water and Wastewater Departments to manage public works infrastructure. (OPR 2016-0235)

Authorization to increase the administrative reserves on the contracts with:

- a. L & L Cargile, Inc. (Spokane Valley, WA), for Riverside Drive Extension Phase 2B—increase of \$300,000 for a total administrative reserve of \$865,890.98 or 23% of the contract price. (OPR 2018-0211 / ENG 205078)

- b. Red Diamond Construction, Inc. (Spokane Valley, WA), for the Sprague and Sherman Plaza—increase of \$70,000 for a total administrative reserve of \$144,517.29 or 19.3% of the contract price. (East Central Neighborhood) (OPR 2018-0523 / ENG 2015150)
- c. DW Excavating, Inc. (Davenport, WA), for Sunset Boulevard from Royal Street to Lindeke Street—increase of \$150,000 for a total administrative reserve of \$577,642.89 or 13.5% of the contract price. (West Hills Neighborhood) (OPR 2018-0365 / ENG 2014094)

Low Bid of Michels Corporation (Salem, OR) for CIPP - River Infiltration Reduction—\$744,910 (plus tax). An administrative reserve of \$74,491 (plus tax), which is 10% of the contract, will be set aside. (Chief Gary Park Neighborhood.) (OPR 2019-0253 / ENG 2015153)

Contract Amendment with Parametrix (Spokane, WA) to increase the existing two-year contract for on-call construction management services—\$300,000 increase. (Various Neighborhoods.) (OPR 2018-0154 / ENG 2018054)

Memorandum of Understanding with Bloomsday Association for one year, with option to renew for two more years—\$85,000 (\$63,000 SPD, \$22,000 SFD) with a cost recovery of 60%/\$51,000. If renewed, cost increases capped at 4% per year. (OPR 2019-0256)

Contract Amendments:

- a. Amendment No. 12 for Community Minded Enterprises to operate the CMTV14 Community Access Television Channel as part of the City's cable franchise agreement—\$78,000. (OPR 2006-0976)
- b. Amendment No. 9 to the Cable Education Access Agreement with Friends of KSPS to distribute \$55,000 in additional PEG Grant funding. (OPR 2007-0767)

Multi-Family Housing Property Tax Exemption Agreement with the Ridpath Club Apartments, LLC. (OPR 2019-0257)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through March 29, 2019, total \$18,182,576.06 (Check Nos. 558966-559337; ACH Payment Nos. 61710-62203), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$15,663,109.40. (CPR 2019-0002)
- b. Payroll claims of previously approved obligations through March 23, 2019: \$6,882,056.43 (Payroll Check Nos. 552417-552530). (CPR 2019-0003)

City Council Meeting Minutes: March 18 and March 21, 2019. (CPR 2019-0013)

Council Recess/Executive Session

The City Council adjourned at 3:39 p.m. No Executive Session was held. The City Council reconvened at 6:00 p.m. for the Legislative Session.

LEGISLATIVE SESSION

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Stuckart.

Poetry at the Podium

Stephen Pitters presented a poem called "Hope, the Immigrant's Story."

Roll Call

Council President Stuckart and Council Members Beggs, Burke, Fagan, Kinnear, Mumm, and Stratton were present.

City Clerk Terri Pfister and City Council Policy Advisor Brian McClatchey were also present on the dais.

Shen Yun Performing Arts

A representative of the Falun Buddha Study Association provided a presentation on Shen Yun Performing Arts. "Shen Yun" will be playing in Spokane April 9 and 10, 2019, at the First Interstate Center for the Arts and citizens are welcome to attend and see the beautiful show.

PROCLAMATIONS

Month of April 2019 *NAACP Centennial Month*

Council Member Kinnear read the proclamation. Curtis Robinson, NAACP President, who was accompanied by others, accepted the proclamation. The NAACP-Spokane branch is celebrating 100 years of service to the Spokane community in April of 2019. The mission of NAACP is to ensure the political, education, social and economic equality of all rights of all persons and to eliminate race based discrimination and move toward the realization of a vision of society in which all individuals have equal rights without discrimination based on race. NAACP-Spokane branch has worked tirelessly toward confronting and changing systemic discrimination against not only African-Americans but all persons of color and socioeconomic disadvantage and will continue to seek justice for all in the next 100 years. Citizens of the regional Spokane area are encouraged to join the NAACP at their April 15 celebration and to study the history of justice in Spokane in pursuit of equal rights for all people.

Month of April 2019 *Parkinson's Disease Awareness Month*

Council Member Stratton read the proclamation. No individuals were present to accept the proclamation. Parkinson's disease is a chronic progressive disorder of the nervous system that affects movement for which there is currently no cure and affects one million people in the United States with an additional 50,000 to 60,000 new cases diagnosed each year making Parkinson's disease the 14th leading cause of death in the United States according to the Centers for Disease Control. Every day the American Parkinson's Disease Association provides the support, education, and research that will help everyone impacted by Parkinson's Disease to live life to the fullest through research, patient and family services, education, and more. Increased efforts and awareness are desperately needed to expedite the research efforts into better treatments, medications, and ultimately a cure, as well as enhanced programs and services to help those impacted by Parkinson's Disease live life to the fullest until a cure is found.

CITY ADMINISTRATION REPORT**Report from Spokane-Nishinomiya Sister City Society**

Roland Herriges from the Spokane-Nishinomiya Sister City Society spoke regarding the Sister City Society's student exchange program, and he introduced exchange student Amaya Martin. Ms. Martin reported on her experiences and what she learned during her time in Nishinomiya, Japan, as an exchange student.

COUNCIL COMMITTEE REPORTS**Public Safety**

Council Member Kinnear reported on the Public Safety Committee meeting held earlier today (April 8, 2019). Minutes of the Public Safety Committee meetings are filed with the City Clerk's Office and are available for review following approval by the Public Safety Committee.

OPEN FORUM

Alfredo Liamedo stated there is no singular solution to solving the very complex and ever increasing crisis to homelessness. He stated it is multifaceted issue that intersects with many contributing factors like increasing rents, evictions, lack of low income affordable housing stock, limited access to health care, mental health care, drug and alcohol rehab beds, and other issues.

James Earl remarked on making Spokane a compassionate city again.

Tamara Hull, Chelsey O'Dell, and Hannah Fretheim expressed concerns regarding issues that have occurred surrounding Ms. Hull's business since a homeless shelter opened next door.

Joan Medina expressed concern regarding information posted on the Police Guild's Facebook page and remarked on homelessness.

Kristine Schuler remarked on homelessness and relocation assistance.

Jade Anuatsa remarked on the need for a homeless shelter for trans people.

Ken Lee remarked on the Downtown Spokane Partnership and their ambassadors and homelessness.

Jennifer Bates remarked on Spokane street woes and the traffic situation on 5th and Sherman.

APPOINTMENTS**SRTC and STA**

Motion by Council Member Kinnear, seconded by Council Member Beggs, **to appoint** Ben Stuckart as an alternate to SRTC and to appoint all Council Members as a potential alternate to STA; **carried unanimously.**

Association of Washington Cities (AWC) Board

Motion by Council Member Beggs, seconded by Council Member Kinnear, **to appoint** Candace Mumm to the Association of Washington Cities Board; **carried unanimously.**

LEGISLATIVE AGENDA**SPECIAL BUDGET ORDINANCES****Special Budget Ordinances C35754**

The City Council considered Special Budget Ordinance C35754. Subsequent to Council commentary and the opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

Upon unanimous Roll Call Vote, the City Council **passed Special Budget Ordinance C35754** amending Ordinance No. C35703 passed by the City Council December 10, 2018, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2019, making appropriations to the various funds, departments and programs of the City of Spokane government for the fiscal year ending December 31, 2019, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Police Fund

FROM: Property and Evidence Tech II (currently .75 FTE), \$36,029;

TO: Property and Evidence Tech 1 (increase to 1.0 FTE), \$26,971 and Patrol, Reserve for Service Advancement, \$9,058.

(This action converts a part-time Evidence Tech position to a full-time position which will increase the Property and Evidence facility FTEs to 7.)

There were no **Emergency Ordinances.**

RESOLUTIONS**Resolution 2019-0022**

The City Council considered Resolution 2019-0022 authorizing the sale of surplus city property and authorizing the Mayor to execute Real Property Exchange Agreement with UGM and such other documents as are reasonably necessary to close the transactions contemplated in the Real Property Exchange Agreement. Public Works Division Director Scott Simmons provided an overview of the resolution and responded to Council inquiries. Public testimony was taken and Council commentary was held. The following action was taken:

Motion by Council Member Mumm, seconded by Council Member Stratton, **to defer** Resolution 2019-0022 for two weeks to the PIES (Public Infrastructure, Environment, & Sustainability) Committee; **carried unanimously.**

Resolution 2019-0023

Subsequent to Council commentary and the opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **adopted Resolution 2019-0023** approving the application for Grant Funds from the Bureau of Reclamation WaterSMART Drought Response Program to construct modifications to the Ray Street Well.

Resolution 2019-0024

Subsequent to Council commentary and the opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

Upon Unanimous Roll Call Vote the City Council **adopted Resolution 2019-0024** setting hearing before the City Council for May 13, 2019 for the vacation of the alley between 2nd Avenue and 3rd Avenue, from Lincoln Street to Monroe Street, as requested by 4 Degrees.

Resolution 2019-0025

Subsequent to Council commentary and the opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **adopted Resolution 2019-0025** setting a hearing before City Council for May 13, 2019 for the vacation of portions of Erie and Denver Streets.

Resolution 2019-0026

Subsequent to Council commentary and the opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **adopted Resolution 2019-0026** setting a hearing before City Council for May 13, 2019, for the vacation of a portion of Fiske Street right-of-way, as requested by Mikhaul Shevhenko.

FINAL READING ORDINANCE**Final Reading Ordinance C35432**

Subsequent to Council commentary and the opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **passed Final Reading Ordinance C35432** vacating Sharp Avenue from the east line of Cedar Street to the west line of Adam Street.

FIRST READING ORDINANCES

The following Ordinances were read for the first time, with further action deferred:

- | | |
|-------------------|--|
| ORD C35755 | Requiring baby changing facilities in publicly accessible restrooms in all City of Spokane owned buildings; amending SMC Section 12.05.005; and adopting new section 12.05.025 to Chapter 12.05 of the Spokane Municipal Code. |
| ORD C35756 | Relating to the Code of Ethics; amending SMC sections 1.04A.020 and 1.04A.110 of the Spokane Municipal Code. (Note: Final Reading of Ordinance C35756 will be held April 22, 2019.) |
| ORD C35759 | Reformulating the Northeast Public Development Authority and approving its charter and bylaws. |

SPECIAL CONSIDERATIONS

There were no **Special Considerations**.

There were no **Hearings**.

SECOND OPEN FORUM

Rick Bocook remarked on an article by Mark Richard (Downtown Spokane Partnership President) relating to drug crisis and commented on matters relating to homelessness.

Tom Robinson remarked on the Mayor's comments in relation to the homeless count.

ADJOURNMENT

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 7:46 p.m.

**STUDY SESSION MEETING MINUTES
SPOKANE CITY COUNCIL
Thursday, April 11, 2019**

A Special Meeting of the Spokane City Council was held on the above date at 3:31 p.m. in the City Council Briefing Center, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council President Stuckart and Council Members Burke, Mumm, and Stratton were present. Council Member Beggs arrived at 3:37 p.m. Council Members Fagan and Kinnear were absent.

The following topic was discussed:

- SREC - Operations

The meeting was open to the public but was conducted in a study session format. No public testimony was taken and discussion was limited to appropriate officials and staff.

The meeting adjourned at 4:30 p.m.

**Urban Experience Committee
06/11/2018 – FINAL**

Attendance

Eldon Brown, Laura Williams, Heather Trautman, CM Mike Fagan, David Paine, Rick Romero, Mike Ormsby, Andrew Chanse, Kris Becker, Paul Kropp, Kevin Freibott, Andrew Worlock, Kelly Keenan, Dawn Kinder, Ed Lukas, Jason Sandobal, Kandace Watkins, Brian McClatchey, Andrew Rowles, Greg Francis, CM Breean Beggs, CM Lori Kinnear, CM Kate Burke, Kate Bitz, Jake Fraley, Adam McDaniel, Anna Everado, CM Candace Mumm, Leroy Eadie, Skyler Oberst

Non-City Employees:

Mike Lassiter-STA, Jessica Kirk-GSI, Toby Hatley, Laura Macaloon, Kip Hill- Spokesman

The meeting started at 1:16 p.m.

Approval of Minutes:

The meeting minutes for May were approved.

Agenda Items:

1. Bond Update- Rick Romero

Rick Romero, briefed the Committee regarding this item. Possibility of building a stadium closer to downtown and looking at Joe Albi for potential for a middle school. More information to come. Discussion ensued.

2. Vacation of Congress & Crestline- Eldon Brown

Eldon Brown, Developer Services, briefed the Committee regarding this item. Discussion ensued.

3. Downtown Central- the 2018 Downtown Plan Update- Kevin Freibott

Kevin Freibott, Developer Services, briefed the Committee regarding this item. Event downtown had 300-400 attendees over a 3-4 hour period. Coming up are a June 23rd booth at Wall St Bazaar and July 25th event at Kendall Yards. Draft parking study should be done in October, final in January, and adoption in February.

4. Economic Update – Dawn Kinder

Dawn Kinder, Director of NBS Division, briefed the committee regarding this item. Please see attached presentation.

Consent Items:

All consent items were approved and moved forward.

Executive Session:

There was no Executive Session at this meeting.

Adjournment

The meeting was adjourned at 2:01 p.m.

**Urban Experience Committee
9/10/2018 – FINAL MINUTES****Attendance**

Gavin Cooley, Rick Romero, Julie Happy, Heather Trautman, Teri Stripes, Brian McClatchy, Boris Borisov, Hannahlee Allers, Luis Garcia, Ed Lukas, Kelly Keenan, Kyle Twohig, Paul Kropp, Craig, Tija Danzig, Matt Davis, CM Karen Stratton, CM Lori Kinnear, Jacob Fraley, Andrew Chanse, Tami Palmquist, CM Candace Mumm, Katie Meyers, Kandace Watkins, CM Mike Fagan, Mike Ormsby, Kris Becker, CM Kate Burke, Skyler Oberst, Adam McDaniel, Kevin Freibott, Melissa Wittstruck

Non-City Employees:

Mark Anderson, Bobby Hatley (WHA), Mike Tressador (STA), Fran (Audubon Neighborhood), Jessica Kirk (GSI), Wes Southbrook, Andrew Rolwes

The meeting started at 1:17 p.m.

Approval of Minutes:

The meeting minutes for August were approved.

Agenda Items:**1. Mead School Bond Presentation- CM Mumm**

Mark Anderson and Andrew Chanse will present tonight. Rick and Gavin requested outreach updates.

2. Building Height- Tami Palmquist

Project update and discussion.

3. Consultant Extension for Community Champions Foreclosure- Luis Garcia

Update on what the contract is for.

4. Consultant Extension for Foreclosure Monitoring- Luis Garcia

Update on what the contract is for.

5. Marketing Campaign- Julie Happy

Update on campaign. First step is to make an impression, second is to get numbers on social media. Discussion including CM Burke commenting that she is opposed to the campaign and that we need to focus locally.

6. Update on City/Spokane Public Schools Partnership- Romero/Chanse/Cooley

At start of meeting

7. Social Capital- Dr. Bob Lutz (Kelly Keenan)

Will give another update next month.

8. Zip Line- Romero/Twohig/Cooley

Presentation and discussion on feasibility.

9. Economic Update – Gavin Cooley

Briefed the committee regarding this item.

Consent Items:

All consent items were approved and moved forward.

Kelly Keenan and Matt Davis gave an update on the Consolidated Homeless Grant Additional Funding. Will give an update in a month.

Executive Session:

There was no Executive Session at this meeting.

Adjournment

The meeting was adjourned at 2:56 p.m.

**Urban Experience Committee
10/8/2018 – FINAL MINUTES**

Attendance

Ali Brast, David Paine, Eldon Brown, Paul Krupp, Kris Becker, Melissa Wittstruck, Kevin Freibott, CM Breean Beggs, Jeff Runkel, Peggy Lund, April Gunderson, Heather Trautman, Andrew Worlock, Teri Stripes, Gavin Cooley, Chris Green, CM Lori Kinnear, CM Karen Stratton, Hannahlee Allers, Kandace Watkins, Brian McClatchy, Nate Gwinn, Adam McDaniel, Skyler Oberst, Jake Fraley, CP Ben Stuckart, Mark Richard, Anna Everano, CM Candace Mumm, Ed Lukas

Non-City Employees:

Mike Tressador-STA, Brian Scott-BDS Planning, Andrew Rolwes-DSP, Arthur Whitten, Patrick Jones- Community Indicators, Brian- Community Indicators

The meeting started at 1:17 p.m.

Approval of Minutes:

The meeting minutes for September were approved.

Agenda Items:

1. Update from the DSP on the BID Assessment Review by BDS Planning & Urban Design- Mark Richard

Mark introduced Brian Scott with BDS who presented an update on research. Request for an additional 30 minutes in November by CP to look at additional information including parking rates.

2. Infill Code Revisions- Nate Gwinn

Presentation on dimension and transition standards.

3. North River Bank Sub-area Planning RFP- Melissa Wittstruck

Presentation on clarifying boundaries and requirements by June 2019.

4. Partner Update- Mark Richard, DSP

Presentation on what future organization/improvements are in store.

5. Partner Update- Patrick Jones, Community Indicators

Presentation on demographics of Spokane (City vs. County vs. Valley)

6. Economic Update – Gavin Cooley

Briefed the committee regarding this item.

Consent Items:

All consent items were approved and moved forward.

Executive Session:

There was no Executive Session at this meeting.

Adjournment

The meeting was adjourned at 2:53 p.m.

**Urban Experience Committee
11/12/2018 – MINUTES**

Attendance

CP Ben Stuckart, Maren Murphy, CM Mike Fagan, CM Lori Kinnear, Anna Everano, Abigail Martin, Heather Trautman, Leroy Eadie, Mike Coster, Brandon Blankenagel, Paul Krupp, Teri Stripes, Melora Sharts, Tirrell Black, Gavin Cooley, Donna deBit, Kris Becker, Eldon Brown, Megan Duvall, Andrew Worlock, CM Karen Stratton, Skyler Oberst, Jake Fraley, Kyle Twohig, Adam McDaniel, Brian McClatchy, CM Kate Burke, CM Breean Beggs, Kandace Watkins, Danielle Cossey, CM Candace Mumm, Inga Note, Kevin Picanco, Kelly Keenan

Non-City Employees:

Kathleen Weinand (STA), Fran (Audubon Downriver Council Chair), Ned Wendle, Tobby Hatley (WHA), Mike Lassatier (STA), Jessica Kirk (GSI)

The meeting started at 1:16 p.m.

Approval of Minutes:

The meeting minutes for October were approved.

Agenda Items:

1. Scooter and Bike share Pilot Update- Kevin Picanco/Brandon Blankenagel

Update on how many rentals to date, update laws such as the helmet law. Discussion on options and seasons used.

2. Shoreline Access Plan (Spokane River Vision Plan Working Title)- Maren Murphy

Presentation on priorities, deliverables, roles, involvement, and timeline of the process.

3. Mead School District- Ned Wendle

Update on Mead district. Shiloh Hills adding 6 classrooms and multi-purpose room. New stadium being built on Market/Farwell (old junior high) and keeping gym (current Boys and Girls club). Five mile school being built (on 68 acres). Probably need two more elementary schools in next 5 years.

4. STA Plaza Operational Analysis Project- Kathleen Weinand STA

Update on project, originally started in February. Looked at three options for decreasing footprint as well as increasing service. Goes to the board in December.

5. Fall 2018 HOME Affordable Housing Funding Recommendations- Melora Sharts

Discussion on where HOME Funds have been approved and which projects.

6. Telephone Town Hall Data- Gavin Cooley

10/23, 45,000 calls to landlines, 3,000 connects, and 3,700 on social media. Looking at cell phone option for next year. This year using funds for homeless was on the radar.

7. Economic Update- Gavin Cooley

Briefed the committee regarding this item.

Consent Items:

All consent items were approved and moved forward except for Community Engagement Grant Resolution. Pulled for questions by CM Fagan

Executive Session:

There was no Executive Session at this meeting.

Adjournment

The meeting was adjourned at 2:50 p.m.

**Urban Experience Committee
12/10/2018 – FINAL MINUTES**

Attendance

CM Mike Fagan, Chris Green, Brian McClatchy, Paul Krupp, CP Ben Stuckart, Louis Meuler, Kris Becker, Gavin Cooley, Teri Stripes, Tim Sigler, Wendy Pfortmiller, George Dahl, CM Kate Burke, Danielle Cossey, Dawn Kinder, Anna Everano, CM Karen Stratton, McDaniel, Hannahlee Allers, CM Breean Beggs, CM Lori Kinnear, Jake Fraley, CM Candace Mumm, Charlie Wolf, Crystal Marchand, Ed Lukas, Michelle Vasquez, Shauna Harshman

Non-City Employees:

Mike Tresidder (STA), Fran (Audubon/Downriver), Jessica Kirk, Andrew Rowles, Tobbey Hatley

The meeting started at 1:16 p.m.

Approval of Minutes:

The meeting minutes for November were approved.

Agenda Items:

1. Housing as a Public Benefit- Projects of Citywide Significance- Incentive Policy Resolution- Ben Stuckart

Discussion on extra points for certain projects that meet the criteria.

2. Allocating Appropriate Safe and Health Strategic Investments to Address Homelessness (Secure Housing Resolution)- Ben Stuckart

Discussion on \$2 million split for housing, EnVision Center, re-location, and landlord.

3. West Plains PDA join WDC

Discussion and approval.

4. North Monroe Business Assistance Program Recap- Andrew Worlock

Presentation on Phase 2 and funding.

5. Public Partnerships Sportsplex (ILA)- Rick Romero

Removed until January

6. Economic Update- Gavin Cooley

Briefed the committee regarding this item.

Consent Items:

All consent items were approved and moved forward.

Executive Session:

There was no Executive Session at this meeting.

Adjournment

The meeting was adjourned at 2:23 p.m.

**Public Safety & Community Health Committee
Meeting Minutes – January 7, 2019**

Call to Order: 1:16 PM

Attendance:

PSCHC Members Present: PSCHC Chair CM Kinnear, CM Beggs, CM Burke, CM Fagan, CP Stuckart, CM Stratton

Staff/Others Present: Chief Meidl, Asst. Chief Lundgren, Ofc. John O'Brien, Capt. Tracie Meidl, Capt. Singley, Dir. MacConnel, Dir. Jennifer Isaacson, Brian McClatchey, Mike Ormsby, Angie Napolitano, Adam McDaniel, Eric Finch, Ed Lukas, Bart Logue, Luvimae Omana, Alex Reynolds, Ariane Schmidt, Patrick Striker, Michele Anderson, Mary Muramatsu, Ariane Schmidt, Bart Logue, Tija Danzig, Trisha Wolford, SFD Deputy Chief Jay Attwood, Gloria Ochoa-Bruck, Kathy Knox, Andrew Rolwes, Crystal Marchand,

Approval of December 3, 2018 minutes: Motion to approve by CP Stuckart; M/S by CM Fagan. The committee approved the minutes from the December 3, 2018 PSCHC meeting unanimously.

CONSENT AGENDA ITEMS

*CM Kinnear began the meeting by reminding all in attendance of the rules of conduct during meetings, as this is the first PSCHC meeting of 2019.

Monthly Reports:

OPO Monthly Report – November 2018

Photo Red Update (SPD):

CM Kinnear once again noted her surprise at the increasing levels of photo red citations and wondered why drivers are not following posted speed limits.

Strategic Initiatives Monthly Update (SPD)

Consent Agenda Portion:

North Point Wastewater H2S Mitigation Study and Report (Public Works)

Ecology CWSRF Loan Amendments (Public Works)

Sportsplex Interlocal Cooperation Agreement (Rick Romero)

WSCJTC Interagency Agreement for 2019-2020 BELAs (SPD)

Amendment to Conflict Trading MOU w/ County Public Defender's Office (Kathy Knox)

North East Community Center 2018 & 2019 Operations Contract Amendment (CHHS)

2019 Everybody Counts Campaign Preview (CHHS)

Spokane County Pass-Through Homeland Security Grant (SFD)

Purchase Agreement for Dual Tote Foam Trailer (SFD)

Purchase Agreement for Bullard Thermal Imaging Cameras (SFD)

STRATEGIC PLANNING SESSION

Strategic Priority: Integrated 911/Dispatch

NONE

Strategic Priority: Integrated Response

Integrated Social Services Pilot Update – Alex Reynolds

Mr. Reynolds gave a more comprehensive report this month, as opposed to a mere monthly update. He began by giving an entire history of the project from its first conception through its current status. The EnVision Center's location offers around 20,000 square feet (the original estimate of needed space was only 3,000 square feet). CHHS hired Jen Morris in October 2018 to serve as Site Coordinator. A soft launch of the center is planned for late January or early February. CM Kinnear asked what the soft launch will entail. Mr. Reynolds explained that this launch won't be widely advertised, but will mark the move-in period of service providers to begin setting up operation. The grand opening is scheduled for late February. CP Stuckart asked what the lease rate is for the location, which is roughly \$250,000 per year. CP Stuckart then asked about the potential for setting up another EnVision Center site or for future improvements to the current, pilot location, as one-time strategic investment money was used for funding. Specifically, CP wanted to know how these services could co-exist with a new City shelter location planned for the future. Kelly Keenan came up to address those points. He said the experiences gained from the pilot site would determine if all service providers currently involved are well-suited for the EnVision Center model, and also determine whether the EnVision Center would be focused heavily on homelessness services or has a broader focus going forward. Theresa Sanders offered her thoughts on the future of projects like EnVision Center. The intent, she explained, was always to offer broad social services, which would not be targeted narrowly at homelessness or criminal justice issues. She said this pilot location would test the concept of

integrated, broad social services over the 2-year lease duration. CP Stuckart highlighted that City signed a 2-year lease, but there is no funding currently identified for the second year (2020). CM Stratton asked if new providers could be brought in on the project in the future; Mr. Reynolds: yes, depending on availability of space. Additionally, there is the potential for more service providers to be involved in an off-site capacity. Theresa Sanders asked about the intake model and Mr. Reynolds explained how the front desk at the center would handle intake with various agencies rotating to staff that desk. CM Stratton described a meeting she had earlier with Tribal members who wanted to get some Native American service providers involved, which CM Stratton supports. Alex Reynolds said that CHHS is aware and is ready to pursue this option. Mr. Reynolds listed the currently involved service providers and provided a thorough update of recent events, including an update on availability of transportation. A potential CHHS 5-year RFP for the EnVision Center will include transportation solutions, and CHHS is pursuing an application for an STA Van grant. CP Stuckart reiterated his funding concerns on this 2-year pilot, as the City will need to purchase a building to stand up a new homelessness shelter.

Strategic Priority: Criminal Justice Reform

Criminal Justice Reform Initiatives Update – CM Beggs

Council Member Beggs provided an overview of new SRLJC reform initiatives in the works. First, he mentioned how Kathy Knox from the Public Defender's Office is advocating for the implementation of a better video conference system to allow public defenders to interface with clients without having to travel to jail. Next, CM Beggs said the City is a finalist to receive the third round of McArthur Grant funding, which would help hire a new criminal justice data analyst, as well as purchase a new tool to better inform judges about which defendants ought to be held in jail and which can be bonded out or released on recognizance. Finally, CM Beggs said that discussions of a new jail facility for Spokane County are ongoing with County officials. The County has a site in the Garland neighborhood identified, which is currently a motor pool facility. This site could accommodate an EnVision Center and mental health stabilization facility. Additionally, an RFP has gone out for providers to operate the Mental Health stabilization facility (the County is using a new RFP model for this). Commissioner French has floated the idea of placing a measure on a future election ballot to fund new jail, citing the broad support in the community for a new jail facility. However, CM Beggs said not all the details of a new jail are agreed upon; those discussions are just beginning and CM Beggs will be involved throughout. CM Kinnear asked if criminal justice data would inform decisions on the size and scope of new jail facility. CM Beggs responded in the affirmative, but cautioned that there is still the question of what data is used that needs to be addressed. CP Stuckart asked whether a separate, City-operated system for housing Community Court and misdemeanor defenders that focuses more on connections to social services makes sense. CM Beggs agreed that option might make sense, especially if another municipality (i.e. City of Spokane Valley) were involved. Theresa Sanders indicated her strong support for municipal partnerships of this sort, but expressed that these kinds of partnerships might not lessen pressure on the jail itself due to the high operational costs to the County. CM Beggs reiterated that County Commissioners decide whether to put on a ballot measure seeking funding, but said that the City wouldn't be and wasn't involved in those deliberations.

Strategic Priority: City-Wide Clean & Safe

NONE

DISCUSSION ITEMS

Staff Requests:

CHHS Warming Center Utilization Update – Kelly Keenan

The warming center model has added overnight homeless shelter space at five separate sites, accounting for a total capacity for some 275 people. At the time of the meeting, currently active sites included: S Cannon St, Salem Lutheran Church, and a youth-centric center at Westminster Church. Mr. Keenan said that the final warming center would be located at the old National Furniture location in the area of the Ruby and Ermina intersection, and would be open to adult men and women by the end of the week. In addition to the new sites, the Open Doors Shelter has increased its 24/7 capacity for families with children as part of the new warming center model. The Guardian Foundation provides staffing and, crucially, transportation for those in need of accessing the warming centers. Mr. Keenan praised the excellent job that the Foundation has been doing so far, especially in providing transportation. With the conclusion of the holiday season, more homeless youth have begun accessing the youth-centered shelter at Westminster Church. CHHS is actively tracking the utilization of the warming center network, and, Mr. Keenan explained, the increased utilization of this network has also increased the availability of shelter space in permanent shelters in the city – the House of Charity and Union Gospel Mission. CM Burke asked about homeless persons lingering around the centers while waiting for them to open. She asked if there is more the City could do to address lingering by providing meals and transportation. Tija Danzig answered that the Guardians Foundation employees make a daily transportation run downtown around 5:00 PM. The Cannon St location has been able to open up around 6:00 PM every evening, which is slightly earlier than expected. The Guardians Foundation also offers transportation to meal sites in the morning as well, Ms. Danzig said, so homeless individuals aren't loitering as much in the mornings. The problem remains, however, that not all homeless individuals are availing themselves of the transportation being provided. CHHS has set up meetings with meal service providers to explore the option of hosting meals at the warming centers going forward. CM Burke asked about the possibility of setting up a homelessness resource hotline phone number to inform homeless individuals about the warming center network. Mr. Keenan said that information has been posted online and that individuals in need can find all the relevant information through the 311 line. He also explained that if an individual were to show up to a warming center not meant to serve that person's demographic, the Guardian Foundation would provide transportation for that person to the

appropriate shelter. CM Burke stated her desire for the City to be more proactive about homeless shelters and services in the future. CM Stratton commended the Guardians Foundation staff for their professionalism and respect when serving the homeless population, something she has witnessed firsthand. CM Beggs asked about the potential for providing homeless people spaces to store their belongings during the day, and Tija responded that discussions on how to do that were ongoing.

CM Kinnear then asked that Mr. Keenan touch on the Everybody Counts Campaign. The Count is currently scheduled to take place on January 24th. Volunteers are still signing up and receiving training. The Everybody Counts donation drive is scheduled to end on Monday, January 14th. CM Kinnear asked about the locations for surveying during the count. Tija said that the same model and locations from last year are being used again, which include locations throughout Spokane County and in the City of Spokane Valley. There will be a focus on the homeless veteran population this year as well, with a dedicated location off Trent Avenue dedicated to that population for more a more accurate count. In addition to the stationary surveying locations, the Mobile Counting application allows for accurate counting of people who are at risk of becoming homeless. Theresa Sanders asked about threats made to disrupt the count to make it inaccurate (usually by inflating the numbers of persons counted as homeless). Mr. Keenan said CHHS is aware and that staff are taking mitigation measures to ensure that the count is accurate. CP Stuckart asked if some of the potential count disruptors are attending the volunteer trainings; Mr. Keenan answered in the affirmative. CM Burke asked if the school district is involved with the count, and Ms. Danzig said that it was. CM Beggs stated that some members of the community want to access the count data and asked whether it would be made publicly available (he said that publicizing the data would be especially helpful in dispelling the notion that there are many homeless individuals coming to Spokane from outside the region). Ms. Danzig said that yes, CHHS can make that data available.

Council Requests:

Spokane Promise Ordinance Discussion – CM Burke

CM Burke explained why she was interested in writing the Spokane Promise Ordinance, and especially noted the many emails she has received from the community that she felt were “bigoted” against the homeless population. This ordinance aims to codify that the City of Spokane cares about the respect and dignity of the homeless population. It declares that many City laws and policies don’t show dignity and respect to homeless people. CM Burke already has plans to update the ordinance to broaden its focus beyond the homeless population to include more populations in the community. She then provided a general overview of what the ordinance does and the rights it guarantees, which she called basic human rights. CM Fagan said that the ordinance’s vehicle occupation provisions concern him, as there is nothing in the ordinance regulating health and sanitation impacts associated. He further asked about the funding for implementing and enforcing the rights secured in the ordinance. CM Burke responded that the ordinance won’t have a fiscal impact at all, but she admitted that there would be funding discussions around providing public restrooms and sanitation facilities associated with deliberations on the ordinance. CP Stuckart identified a number of instances where the proposal would directly contradict current municipal law and asked City Attorney Mike Ormsby for his thoughts. Mr. Ormsby said that this proposed ordinance would present a number of conflicts and would almost certainly invite litigation against the City, but he said that City Legal would have a complete analysis prepared later in the week. CM Beggs said he would send comments on the draft electronically; CM Burke thanked him and invited other CMs to do the same. She said that this was merely a first draft meant to start a conversation.

SFD Personnel Safety around House of Charity – CM Kinnear

CM Kinnear started the conversation by explaining how she had heard from multiple members of Local 29 about concerns for the safety of SFD and emergency response personnel when responding to calls for service at the House of Charity. Asst. Chief Welford said that the Department has been working on this issue for over a year now. She said that ARUs typically respond to calls at and around the House of Charity. SFD’s concerns center on the theft of emergency response equipment off of the response vehicles while personnel has been inside the facility, the vandalism of response vehicles, as well as a number of threats made toward SFD personnel while rendering medical services. As a first solution, SFD personnel began accessing the facility through the back of the building, rather than the front, but this option offered accessibility challenges. As a second solution, SFD changed its response model for the House of Charity to increase the number of personnel responding so as to provide security crews to wait outside of the facility and safeguard the response vehicle. In many cases, however, SFD personnel have opted to stage outside of the House of Charity until law enforcement could arrive to provide security before contacting patients inside the facility. CM Stratton asked what the consequences would be for other community members not seeking services at the House of Charity should they harass SFD personnel or vandalize/steal from a response vehicle. Police Chief Meidl said it was usually a question of SPD availability to address those situations, but normally SPD would try to deescalate situations like these and only resort to arrest as a last resort. But for situations where SFD personnel are being assaulted verbally or physically, he said SPD would make arrests without question. Asst. Chief Welford noted an improvement in the fall and winter months, but said that SFD leadership wasn’t sure if new response measures were having a continued impact or if certain problem groups had ceased their behavior. Theresa Sanders said these issues need to inform the City’s plan to open new, permanent shelter, as homeless shelters often do create unsafe situations and draw a high rate of calls for emergency services. CP Stuckart said that one solution could be the inclusion of an on-site medical/urgent care facility staffed by social workers and healthcare professionals at the new shelter, so that SFD wouldn’t have to respond repeatedly. Chief Schaeffer said that SFD is listening to the concerns of its employees in regards to these matters, and wanted to make sure that Council didn’t have the impression that SFD was ignoring the situations its employees are put

in. CMs Kinnear and Fagan agreed that the individuals causing these problems are not indicative of the vulnerable homeless population, but rather are predators associated with the population on the periphery. Chief Schaeffer said he supports providing more on-site medical services at homeless shelters. CM Burke said that the Snohomish County stabilization center could serve as a model for solutions to issues like these. Chief Meidl said that SPD is working with Jonathan Mallahan at Catholic Charities to find funding to provide SPD presence at the House of Charity, which proved immensely positive in that neighborhood when instituted in the past. Discussions of a new MOU on that front are ongoing.

SPD Vehicle Status Update – CM Kinnear

CM Kinnear asked SPD leadership for an overview of the Department's vehicle needs. Chief Meidl said that Capt. Richards is going to work with the SPD fleet management team to provide data to inform how SPD makes vehicle decisions in the future. CM Kinnear asked what benchmarks are set to determine when SPD vehicles are rotated out of service. Major Olsen said that SPD rotates out vehicles after roughly 100,000-120,000 miles. He said that SPD is already stretching the lives of its vehicles as it is, and that Capt. Richards would be in charge of making operational suggestions on vehicle needs going forward. CM Kinnear asked what the approximate cost is per patrol vehicle. Major Olsen said it was roughly \$53,000 for patrol vehicles and around \$32,000 for nonpatrol vehicles, figures which included commissioning costs.

ADMINISTRATION REQUESTS:

NONE

Action Items: NONE

Executive Session: The session was called to discuss a Consent Agenda item and began at 2:41 PM. All Council Members present for the PSCHC meeting attended. The session concluded at 2:50 PM.

Adjournment: CM Kinnear adjourned the meeting at 2:38 PM. The next PSCHC meeting will be held Monday, February 4, 2019.

Attachments/Briefing Papers:

September 10, 2018 PSCHC Meeting Minutes

Property Crimes Initiative Project Charter

Frontier Behavioral Health Contract

Federal Civil Immigration Enforcement on City Property Ordinance & Briefing Paper

Public Safety & Community Health Committee Meeting Minutes – February 4, 2019

Call to Order: 1:17 PM

Attendance:

PSCHC Members Present: PSCHC Chair CM Kinnear, CM Beggs, CM Burke, CM Fagan, CM Stratton (arrived at 1:34 PM)

Staff/Others Present: Chief Meidl, Asst. Chief Lundgren, Major Olsen, Major King, Dir. MacConnel, Dir. Jennifer Isaacson, Brian McClatchey, Mike Ormsby, Angie Napolitano, Adam McDaniel, Eric Finch, Ed Lukas, Bart Logue, Luvimae Omana, Alex Reynolds, Ariane Schmidt, Patrick Striker, Michele Anderson, Ariane Schmidt, Bart Logue, Tija Danzig, SFD Deputy Chief Jay Attwood, Andrew Rolwes, Crystal Marchand, Dan Buller, Theresa Sanders,

Approval of January 7, 2019 minutes: Motion to approve by CM Beggs; M/S by CM Stratton. The committee approved the minutes from the January 7, 2018 PSCHC meeting unanimously.

CONSENT AGENDA ITEMS

Monthly Reports:

OPO Monthly Report – December 2018

Photo Red Update (SPD):

CM Kinnear continued her emphasis that the traffic violations picked up by Photo Red cameras continue to hold steady. CM Kinnear indicated her desire to explore new solutions for reducing such violations.

Strategic Initiatives Monthly Update (SPD)

Consent Agenda Portion:

Social Service Projects 5-year RFP Proposal Review Update (CHHS)

Warming Center Utilization January Update (CHHS)

2nd & 3rd Ave. Storm Sewer Project Update (Public Works)

STRATEGIC PLANNING SESSION**Strategic Priority: Integrated 911/Dispatch**

NONE

Strategic Priority: Integrated Response**Integrated Social Services Pilot Update – Alex Reynolds**

Tim Sigler stepped in for Mr. Reynolds, who was absent, and gave the EnVision Center update. He said that all the furniture for the center had been moved in and that contracts to provide security at the facility were being completed. A work group to study key performance indicators has also been established, which will be led by Eastern Washington University. The work group will conduct studies throughout the pilot project to track performance measures by convening study groups consisting of service providers and those seeking services at the center. Mr. Sigler passed out an informational sheet outlining all the services being provided at the center, which showed that the services being offered at the center address issues far beyond that of housing. The EnVision Center will offer services onsite as well as avenues to further referrals to other services based on evaluations conducted onsite. CM Beggs then changed gears and asked Mr. Sigler for an update on extended hours at the City's Warming Centers. Tija Danzig came forward and explained the expanded hours of operations at the S Cannon and Ermina Warming Centers for the week of February 4th due to extremely cold temperatures in the forecast. Ms. Danzig's update concluded the discussion.

Mental Health Crisis Stabilization Center Update – Ariane Schmidt

Ariane Schmidt updated the committee on the purpose of the Mental Health Crisis Stabilization Center, as well as the status of planning for bringing the center online. The center will be the first true jail-diversion program in Spokane County. Once operational, it will allow law enforcement officers to make discretionary judgements to refer suspects charged with certain, eligible crimes to the stabilization center rather than sending them to jail, if the officer suspects that there is a significant mental health aspect of the case. The stabilization center fits into the long-term continuum of care that focuses on rehabilitation in the criminal justice process. CM Beggs praised the idea of the center, as it allows for mental health cases to be viewed through a public safety lens under a law enforcement officer's discretion. CM Beggs also noted how the center will simultaneously allow for viewing mental cases through a public health lens by focusing on how mental health status impacts criminal cases. Ms. Schmidt then gave an overview of the timeline for identifying the service provider to run the center. The Mental Health Crisis Stabilization Center Committee will ultimately select the service provider.

Ms. Schmidt then transitioned her presentation to focus on the specific aspects planned for the center, such as location, design, and the facilities it will contain. Ms. Schmidt said that an architect has been retained to perform design work once an official site for the center has been decided. Preferably, the ultimate site for the center will be near the public safety complex in West Central, but Ms. Schmidt clarified that the site for the center itself will not be a part of that complex. A promising potential site has been identified at the corner of N Cedar St and Boone Ave. The plan is to host 16 beds in the facility for long-term mental health stabilization, but the facility will also contain separate holding spaces for detox and sobering. CM Beggs mentioned the mental health facility in Everett, WA, as a model of success for connecting those with mental health needs to the appropriate services. The specific services the center will offer include: (1) medical clearance, (2) sobering/detox, (3) for those admitted, access to 1 of 16 beds in the long-term Mental Health Crisis Stabilization Center. Ms. Schmidt then presented on "high level" estimates of the costs for building construction, furnishing, the services operations contract, other subsidiary services (kitchen, laundry, etc.), and the County' administrative and management fees. The initial cost methodology, she continued, includes an annualized fee for service (with no fees based on bed utilization) that would be reconciled quarterly and would include a metric for including contributions expected from various partners in the center. With the aid of Assistant Police Chief Lundgren, Ms. Schmidt also gave a high-level overview of the funding options being considered. CM Kinnear asked about the soft-launch date, and Ariane said that the goal is to hold the launch in the first quarter 2020, but a better estimate would come once construction on facility renovations begins. CM Burke asked if the Spokane County Sheriff's Office will be participating in the program. Ms. Schmidt answered in the affirmative, and added that all law enforcement agencies in Spokane County will participate. CM Burke then asked what practices law enforcement would use in order to best utilize the center. Asst. Chief Lundgren explained that all law enforcement officers will receive special training in this regard once the center is open and operational. CM Burke asked if SFD and other emergency responders could utilize this center for drug-overdose responses. Ms. Schmidt explained that the focus is on law enforcement at this point, but didn't rule out expanding that focus in the future. Chief Schaeffer added that many times SFD and SPD respond to situations together and that law enforcement can still make a referral to the center in such cases.

Strategic Priority: Criminal Justice Reform**Property Crime Initiative Update – CM Kinnear & Theresa Sanders**

City Administrator Theresa Sanders overviewed the initiative and described how it will attempt to keep the community informed with accurate information about property crimes. This initiative will be part of a long-term communications strategy to keep the public informed about public safety more generally, she added. CM Kinnear explained how, in her experiences interacting with Neighborhood Councils about the issue of property crime, she sees a need for more accurate information to be shared with the public. Ms. Sanders cited statistics about how members of community perceive property crime issue versus the actual data showing how incidence of property crime is declining. This is a

campaign to structure positive narratives about property crime in order to make the community feel safer, while also providing tips for reducing property crime in Spokane.

Strategic Priority: City-Wide Clean & Safe

SPD Vehicle Theft Taskforce Update – Asst. Chief Lundgren

Asst. Chief Lundgren pointed to the January Strategic Initiatives Report and highlighted that in 2018, SPD's commendations outweighed the number of complaints received. He then moved on to discuss vehicle thefts. While the national trend of vehicle theft rates is increasing, the Asst. Chief said, Spokane is seeing a 6-7% decrease in the rate of vehicle theft in light of new vehicle theft taskforce efforts. SPD has witnessed an uptick in the number of vehicles stolen with keys left inside, and the number of vehicles stolen while left running. To combat this, he explained, continued community education will be essential. Overall, SPD has been making more arrests in vehicle theft cases as a result of the taskforce. CM Kinnear asked if there are seasonal changes in vehicle theft data. Asst. Chief Lundgren answered that there are usually more thefts of vehicles left running during the winter, as people leave cars running to warm up in colder weather.

DISCUSSION ITEMS

Staff Requests:

Encampment Mitigation Project Preview – Carly Cortright

Carly Cortright overviewed the project charter and noted how responding to homeless encampments touches a number of City agencies, departments and community partners. This project works with internal and external community stakeholders and will only focus on responses to homeless encampments, not long-term solutions to homelessness. The goal of the project is to establish a comprehensive process for reporting, tracking, and rendering services to encampment clean-up efforts. Ms. Cortright explained the results of the first project meeting with stakeholders, which discussed the intake process for reports of encampments and response efforts to those reports (including locating/tracking the camp, risk assessment of responding to an encampment, and the resources deployed in doing so). The costs associated with homeless encampments include both the negative impacts on the surrounding areas and public health, as well as the costs of solid waste removal. Ms. Cortright then provided an overview of the project's next steps. The next meeting will be held on Friday, February 8. Some initial ideas to be discussed at that meeting include: a new encampment reporting mechanism; developing a "pod approach" to responding (a pod with members of different response entities all responding to encampments together), and a prioritization system for determining which camps are cleaned up first. Ms. Cortright said the goal is to have final plan for the project in place by April with implementation occurring in June (at the latest). CM Stratton asked about staffing response efforts. Ms. Cortright said that having a pod approach might be the best option to determining the best staffing measures to take going forward.

Regional Collaboration on Homelessness Update – Kelly Keenan

Ariane Schmidt, Tija Danzig, and Tim Sigler all helped provide the update, as Mr. Keenan wasn't able to attend the meeting. There was a broader meeting of regional stakeholders to discuss a more comprehensive response to homelessness prior to the PSCHC meeting. Ms. Schmidt said that this meeting proved very productive. The City and Spokane County have different models for receiving, processing, and distributing state funds allocated to address homelessness. Through the Continuum of Care Board, there will be future reviews regarding how to better distribute these resources. The impetus to kick-start regional collaboration was an incident in which City of Spokane Valley police officers transported homeless individuals situated in the City of Spokane Valley to access warming centers in Spokane. CM Beggs noted the amount of City General Fund dollars that are being invested in addressing homelessness and said the goal needs to be having other jurisdictions invest their own general fund money into the problem beyond what the State provides. Ms. Danzig agreed with that assessment and said that is the long-term goal of the current discussions. CM Kinnear asked if the Homeless Coalition was involved in discussions, and Ms. Danzig answered in the affirmative. Mr. Sigler provided a final wrap-up of the regional collaborative efforts, and Ms. Danzig followed with a review of the Point-in-Time Count, which was conducted in late January. The Point-in-Time effort was successful and the next steps are a matter of analyzing data and getting ready to report that data out to the community. CM Stratton asked if the Spokane Tribe had been involved with the effort. Ms. Danzig answered in the affirmative and explained how, due to the Tribe's involvement, there was a substantial increase in the number of volunteers assisting the effort this year. CM Beggs asked about the other jurisdictions involved in the count beyond the City and asked how we can distinguish the results of the count within the City limits versus the broader County data. Ms. Danzig gave some options and explained how some of the count's survey questions specifically addressing the issue of where people are from and the locations of their last permanent addresses.

Council Requests:

Supported Employment Resolution – CM Kinnear

Following the Mayor's official announcement of a Supported Employment Program in the Civil Service Department, CM Kinnear wanted to bring forward this resolution to officially state Council's support for supported employment opportunities. This effort aims to increase employment opportunities with the City for disabled people in Spokane. City Administrator Sanders overviewed how the program will operate, with hiring decisions made by Civil Service in conjunction with Human Resources.

State Legislative Update – CMs Beggs & Burke

CM Beggs updated the committee on a potential Council resolution supporting state funding for legal services to the indigent. The resolution states the City's desire to receive more of those resources in the future. Brian McClatchey updated on two new bills currently under consideration in the State legislature connected to school safety in Washington. Both measures, he said, will have hearings this week that will inform how the City Council should respond. Mr. McClatchey also provided an update on three new bills regarding taxation and funding for affordable housing at the municipal level. Finally, he provided an update on a bill regarding property crime supervision statewide, as opposed to the previously proposed supervision pilot program, and said that a hearing would be held later that week. Mr. McClatchey concluded the conversation by asking Council members to give input on these potential bills so Council could instruct the City's State lobbyists on how to proceed.

ADMINISTRATION REQUESTS:

NONE

Action Items: NONE**Executive Session:** NONE**Adjournment:** CM Kinnear adjourned the meeting at 2:41 PM. The next PSCHC meeting will be held Monday, March 4, 2019.**Attachments/Briefing Papers:**

January 7, 2019 PSCHC Meeting Minutes
Property Crimes Initiative Project Charter
Encampment Mitigation Initiative Project Charter
Regional Collaboration on Homelessness Briefing Paper
Supported Employment Resolution

**Public Safety & Community Health Committee
Meeting Minutes – March 4, 2019**

Call to Order: 1:15 PM**Attendance:****PSCHC Members Present:** PSCHC Chair CM Kinnear, CM Burke, CM Fagan, CM Stratton, CP Stuckart, CM Beggs, CM Mumm (arrived at 1:21 PM)**Staff/Others Present:** SPD Chief Meidl, Asst. Chief Lundgren, Major Olsen, Major King, Dir. MacConnel, Dir. Jennifer Isaacson, Brian McClatchey, Mike Ormsby, Adam McDaniel, Eric Finch, Ed Lukas, Bart Logue, Alex Reynolds, Ariane Schmidt, Patrick Striker, Michele Anderson, Ariane Schmidt, Bart Logue, Tija Danzig, Andrew Rolwes, Crystal Marchand, Dan Buller, Theresa Sanders, Justin Bingham, Kevin Freibot, Kelly Keenan, Tija Danzig, SFD Chief Schaeffer, Katherine Miller**Approval of February 4, 2019 minutes:** Motion to approve by CM Fagan; M/S by CM Stratton. The committee approved the minutes from the February 4, 2018 PSCHC meeting unanimously.**CONSENT AGENDA ITEMS****Monthly Reports:**

OPO Monthly Report – December 2018

2018 AMR Customer Service Survey Analysis (SFD)

Photo Red Update (SPD): *CM Kinnear began by noting that photo red incidents are still high, especially in school zones, but did acknowledge that they are going down. CM Fagan requested a full briefing on photo red from SPD focusing on intersection collisions for the April PSCHC meeting.*

Strategic Initiatives Monthly Update (SPD)

Consent Agenda Portion:

Property Exchange with Union Gospel Mission (Public Works): *CM Kinnear asked Dan Buller from Engineering Services to give a brief overview of the proposed property exchange. Mr. Buller said that this deal is, essentially, a swap of land that the City doesn't want or need for land currently owned by UGM that the City can use for storm and waste water treatment. He provided details of what pieces of land are involved and how maintenance of these pieces of land will be managed after the agreement is executed. This project will ultimately have a connection to the Ben Burr Trail. CM Stratton asked if there was any problem with this land transfer since UGM is a religious organization. Mr. Buller responded that there was no issue, as this deal is a win-win for both parties.*

Fleet Services Purchase of 4 Ford Escapes (Public Works)

Fleet Services Purchase of Combination Sewer Cleaner (Public Works)
Fleet Services Purchase of Cimline Crack Sealer (Public Works)
2019 Department of Ecology Grant (SFD)
FTE Increase for Police Property (SPD)

STRATEGIC PLANNING SESSION

Proposed Strategic Plan Update – Theresa Sanders

Ms. Sanders explained how this proposal for the Strategic Plan had been born out of the Administration's leadership retreat held the week prior to the PSCHC meeting. She distributed to committee members physical copies of a chart outlining what updates to the "Safe & Healthy" initiative would be included in the proposal. CM Mumm noted how Council was invited to the retreat, but didn't receive invitations until the business day before the event, which accounted for why no Council members were actually able to attend. She suggested holding a joint Council-Administration meeting on the Strategic Plan in the future. Ms. Sanders agreed with CM Mumm and suggested dedicating a Council Study Session to this purpose in the future.

Ms. Sanders proceeded to go through each of the "Safe & Healthy" priority's four strategic initiatives and described the status of each and any items that have been added to those priorities under the administration's proposal. CM Beggs asked specifically about pretrial supervision funding as part of the Criminal Justice Reform initiative, which commenced a further discussion. Ms. Sanders asked for a Council sponsor for an ordinance to "Implement Minimum Quality Housing Standards" under the "City Wide Clean & Safe" initiative. To this CP Stuckart responded by indicating his desire to ensure there would be resources offered to landlords who will be held to the new quality standards if adopted by the ordinance. CM Beggs offered to work on this ordinance going forward.

Finally, Ms. Sanders overviewed five new priorities relating to the "Safe & Healthy" initiative. These include: (1) expanding strategies for preventing future public safety issues – crime, homelessness, etc.; (2) improve regional coordination on supplying social services; (3) targeting top 5 key areas related to non-emergency response; (4) planning for co-location of criminal justice resources; and (5) defining a plan that utilizes predictive data to identify families at risk of experiencing significant difficulty. Ms. Sanders said that this priority-identification process will be repeated for the Strategic Plan's other three priorities during the appropriate committee meetings.

Strategic Priority: Integrated 911/Dispatch

SREC Next-Steps Update – Theresa Sanders

Ms. Sanders gave a very brief update on the relevant forthcoming meetings that would pertain to SREC. The Council Study Session on March 14, for example, is focused on the financial modeling for SREC. CM Mumm asked a question about SREC staffing and the occurrence of some City employees being loaned to SREC. Chief Schaeffer, CMs Mumm & Stratton, and Ms. Sanders then engaged in a discussion about the future of a certain City staff member who is working on joint City/County emergency response issues. Ms. Sanders said that the staff member's work provides a benefit to the City as well as the County, which, she said, justified this person being on the City payroll while performing certain tasks for the County. Ms. Sanders said she would follow up on additional concerns with individual Council members in private meetings.

Strategic Priority: Integrated Response

Integrated Social Services Pilot Update – Alex Reynolds & Kelly Keenan

Mr. Reynolds and CHHS Director Kelly Keenan provided the monthly update on the EnVision Center, officially called: "The Spokane Resource Center: a HUD EnVision Center". The Center had been operating in a "soft" capacity since late February, with a planned grand opening and launch date set for mid-April. Under this "soft" operational capacity, the Center has been accepting walk-in appointments in the mornings and accepting only scheduled visits in the afternoons. Once the Center becomes fully operational, both all appointments will occur from 9am – 5pm on weekdays. CM Stratton asked a follow-up question regarding walk-ins visits versus appointments. Mr. Keenan said that appointments are being scheduled only during the "soft launch" period; all service provision will be on walk-in basis once the Center is fully operational. Mr. Keenan emphasized that the EnVision Center will offer a broad range of services focused on poverty reduction and will not be exclusively focused on homelessness. A key focus of the center will be providing services to people and households that might be on the cusp of becoming homeless, a demographic which is not being adequately addressed by current homelessness services. CM Stratton asked about potential plans to provide transportation access to and from the Center for those in need. Mr. Reynolds answered that two different STA bus lines service the Center; further, CHHS has applied for an STA van grant to gain access to vans to provide additional transportation options. CM Mumm, the current STA Board chair, said that a decision on awarding that van grant will be made within two weeks.

Strategic Priority: Criminal Justice Reform

SPD Use-of-Force Update – Chief Meidl

Chief Meidl explained that SPD experienced a substantial increase in calls for service during 2018 as compared to 2017, but said that the percentage of incidents that resulted in a use-of-force decreased. Most use-of-force incidents, the Chief continued, arise from responses to calls for service. Domestic Violence cases accounted for 23% of all use-of-force incidents in 2018. CM Kinnear asked about potential policies and procedures that could be considered in order to reduce

use-of-force incidents going forward. Chief Meidl said that SPD has an extensive administrative policy for reviewing and mitigating uses of force, which is modeled on the policy of the Los Angeles Police Department. Chief Meidl then gave a full, detailed explanation of the review policies for use-of-force incidents and said that a similar process exists for processing all complaints made against SPD. A final 2018 use-of-force report from SPD will be forthcoming.

Strategic Priority: City-Wide Clean & Safe

NONE

DISCUSSION ITEMS

Staff Requests:

Shared Mobility Ordinance – Brandon Blankenagel

Mr. Blankenagel passed around the final draft version of the ordinance, which was updated after the previous week's full briefing during the P.I.E.S. Committee meeting. The version distributed to the PSCHC will be filed for official Council consideration on March 5th. CP Stuckart suggested moving this item until it can be voted on officially at a town hall Council meeting, as it will have a significant community impact and a high amount of community engagement. Mr. Blankenagel responded that the City intended to relaunch shared mobility programming in May. He then briefed the two main features of the ordinance pertaining to helmet requirements. CP Stuckart indicated his support for completely striking the helmet requirement for shared mobility vehicles. CM Mumm asked about helmet language in state policy discussions on mobility sharing programs. CM Beggs asked Chief Meidl about enforcement of helmet requirement laws; the Chief responded that helmet enforcement would not be a high priority for SPD and explained how having a helmet requirement law might put SPD in an awkward position over fair and uniform enforcement of helmet requirements. CM Stratton asked about the possibility of promoting a public outreach helmet awareness campaign in partnership with various shared mobility vendors. Mr. Blankenagel explained that vendors had agreed to participate in such a campaign as a trade-off for not having to provide riders with helmets. As currently written, there is a helmet requirement for riders, but there is no requirement that vendors provide helmets. CM Beggs asked for a report from SPD on helmet citations issued in recent months, and Chief Meidl committed to providing one during the April PSCHC meeting. City Administrator Theresa Sanders explained that the Administration fully supports shared mobility and is willing to have the difficult conversations over helmets and the other details necessary to make the concept work. CM Kinnear asked for an amendment to be prepared regarding helmet policy to consider when Council takes up the ordinance for a final vote. CM Burke expressed her desire to see the broader ordinance considered and voted on while holding the helmet issue out for further discussion. CM Beggs rebutted that the ordinance should be passed all at once.

Proposed Additions to Homelessness Shelter System – Kelly Keenan

In early 2018, Mr. Keenan began, the City reviewed multiple different long-term homelessness shelter system models. The CHHS Department is now suggesting to Council that the City consider investing in three new sites for targeted capacity shelters. The first site would be the location of the current warming center on S Cannon Street. This site would offer a mixture of emergency shelter space for the chronically homeless, stabilization beds for those looking to transition to long-term housing, and a day-time space for outreach services and meal provision. The location of the second site would still need to be determined, but it would likely require the City to purchase a space for an estimated \$400,000 to be used as a continuous day shelter. The third site would be located in the current Spokane Housing Authority building, and would operate as a youth-focused center under the EnVision Center colocation model focused on providing services to those between the ages of 13 and 24-years-old.

The conversation then turned to funding these additions to the homelessness shelter system. CP Stuckart asked if the proposed sites should be funded by an SIP Loan rather than through General Fund reserves that are better saved to be used in the case of an economic downturn that could decrease City revenue (CM Mumm agreed with that point). CP Stuckart further reiterated that, if the City is going to purchase a building to house one of the sites, then it must be large enough to accommodate the EnVision Center and the shelter space in the same facility in the long term. CM Mumm advocated studying if leasing the properties would make more long-term sense than purchasing new buildings to add shelter capacity. CM Mumm suggested that one of these additions shelter be located near the jurisdictional lines between the City of Spokane and the City of Spokane Valley as a way of enticing more funding contributions from the City of Spokane Valley.

Regional Collaboration on Homelessness Update – Kelly Keenan

Mr. Keenan pointed the committee members to the charts CHHS provided in the PSCHC agenda packet showing the total funding for homelessness services expended by both Spokane County and the City of Spokane over the two year period from summer of 2017 to summer of 2019. During that cycle, joint City/County spending exclusively for funding homelessness services equaled roughly \$22 million (about \$19 million from the City; \$2-3 million from County). CM Beggs said he had explored the idea of renting out a hotel/motel to provide shelter space for the homeless and asked if a hoteling option is being considered by CHHS. Mr. Keenan responded that CHHS had considered it, but that a potential hoteling option would only be used as an emergency last resort. CM Stratton asked if hoteling had worked in the past as a shelter model; Mr. Keenan responded that hoteling has had mixed results in this regard.

Council Requests:**CPTED BID Assessment Rebate Program Resolution – CMs Kinnear & Beggs**

As CM Kinnear prepared to overview the program and associated resolution, she invited Andrew Rolwes from DSP up to participate in the discussion. The Downtown BID CPTED Assessment Rebate Program will offer rebates to downtown ratepayers on their annual BID assessment fees to match dollars that those ratepayers invest in CPTED-endorsed public safety improvements on their properties, up to a certain amount. Implementing CPTED strategies is a public safety priority for both SPD and the DSP, and DSP had three of its security staff members go through CPTED certification training last year. CM Beggs said the goal of the program is to get property/business owners downtown to invest in CPTED improvements. Allowing property owners to choose which kinds of improvements to invest in makes more sense than the City mandating certain improvements, he said, and the program allows for this to happen. The rebate funds will only be matched to dollars invested by the property owner, so the program is not footing the entire bill for these improvements.

Baby-Changing Facilities Requirement Ordinance – CM Stratton

CM Stratton provided an overview of the proposed ordinance, which requires baby-changing facilities be made accessible in all public restrooms on City-owned properties. This mandate would include basement and first-floor bathrooms in City Hall. Under the ordinance, both men's and women's bathrooms would be required to have accessible changing stations installed. CM Stratton said that the estimated costs of compliance with the proposal at City Hall would be roughly \$5,000, which would cover implementation in the lower-level bathrooms as well as the installation of appropriate signage in the lobby on the main level. Other public facilities that would be impacted by the ordinance include: libraries, the public defenders' office, and waste-management facilities.

State Legislative Update:

CM Beggs gave a brief update on the status of the state-wide property crime supervision bill.

ADMINISTRATION REQUESTS:

NONE

Action Items: NONE**Executive Session:** NONE

Adjournment: CM Kinnear adjourned the meeting at 2:47 PM. The next PSCHC meeting will be held Monday, April 8, 2019.

Attachments/Briefing Papers:

January 7, 2019 PSCHC Meeting Minutes
Property Crimes Initiative Project Charter
Encampment Mitigation Initiative Project Charter
Regional Collaboration on Homelessness Briefing Paper
Supported Employment Resolution

Hearing Notices

**NOTICE OF CITY COUNCIL PUBLIC HEARING
PROPOSED COMPREHENSIVE PLAN MAP AMENDMENT TO
PROPOSED ARTERIAL NETWORK MAP TR12 (Transportation Chapter 4)**

Notice is hereby given that there will be a **public hearing before the City of Spokane City Council at their regularly scheduled meeting on May 6, 2019 beginning at 6:00 PM** in the City Council Chambers, Lower Level of City Hall at 808 West Spokane Falls Boulevard, Spokane, Washington. This hearing or portions thereof may be continued at the discretion of the City Council. This public hearing is to hear a proposal by Spokane City Council to remove the designation "urban major collector arterial" and "proposed urban major collector arterial" on Crestline Street between 37th Avenue and Southeast Boulevard at 31st Avenue, as that designation is currently reflected on the Proposed Arterial Network Map TR 12 (Transportation Chapter 4). No streets and/or public rights-of-way will be vacated as a result of the proposal.

Any person may submit written comments on the proposed action or call for additional information:

City of Spokane, Neighborhood and Planning Services
Tirrell Black, Planner, 808 W. Spokane Falls Blvd, Spokane, WA 99201
(509) 625-6185; tblack@spokanecity.org

Only the applicant, persons submitting written comments and persons testifying at a hearing may appeal the decision of the Plan Commission and City Council.

SUBJECT: Amendment of the Proposed Arterial Network Map (Map TR12) in Chapter 4, Transportation of the City's Comprehensive Plan. This amendment would remove designation of the "urban major collector arterial" and "proposed urban major collector arterial" on Crestline Street between 37th Avenue and Southeast Boulevard at 31st Avenue.

APPLICANT: Spokane City Council

File Number: Z19-070COMP. Documents including a traffic study relating to this amendment are available for download at: <https://my.spokanecity.org/projects/proposed-amendment-to-map-tr12-chapter-4-relating-to-crestline/>

LOCATION: The section of Crestline Street north of 37th Avenue and ending at the connection to Southeast Boulevard in the vicinity of 31st Avenue (Section 33, Township 25 North, Range 43 East).

SEPA: A DNS was issued on March 6, 2019 under (WAC 197-11-970)

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or msteinolfson@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

General Notices

NOTICE OF INTENT TO AWARD SOLE SOURCE

The City of Spokane intends to establish a sole source contract with **FIELD INSTRUMENT & CONTROLS, INC. 9629 North Colfax Rd., Spokane WA 99218** to provide the following:

Purchase of Miscellaneous Endress Hauser Instrumentation (Universal Controllers, Probes, Parts and Supplied) for the City of Spokane Riverside Park Water Reclamation Facility

Firms who believe they can compete for this requirement are required to submit via email a brief statement of their intent to compete. The statement and any other questions regarding this sole source should be directed to Thea Prince, Senior Procurement Specialist at: tprince@spokanecity.org **by Tuesday, April 18 at 5:00 pm**. The City of Spokane does not guarantee that firms responding to this notice will be rendered a request to tender an offer for this procurement. In addition, the City of Spokane does not guarantee that any solicitation will occur for this procurement, but reserves the right to solicit proposals.

Firms who have not already done so should register at www.mrscrosters.com.

Dated this 1st of April, 2019

Thea Prince
Senior Procurement Specialist

Publish: April 10 & 17, 2019

Ordinances

These ordinances are published in this issue of the *Official Gazette* pursuant to passage by the Spokane City Council. It should be noted that these ordinances may be subject to veto by the Mayor. If an ordinance is vetoed by the Mayor, the Mayoral veto will be published in a subsequent issue of the *Official Gazette*.

ORDINANCE NO. C35432

An ordinance vacating Sharp Avenue from the east line of Cedar Street to the west line of Jefferson Street,

WHEREAS, a petition for the vacation of Sharp Avenue from the east line of Cedar Street to the west line of Jefferson Street has been filed with the City Clerk representing 100 of the abutting property owners, and a hearing has been held on this petition before the City Council as provided by RCW 35.79; and

WHEREAS, the City Council has found that the public use, benefit and welfare will best be served by the vacation of said public way; -- NOW, THEREFORE,

The City of Spokane does ordain:

Section 1. That Sharp Avenue from the east line of Cedar Street to the west line of Jefferson Street, in the NW ¼ of Section 18, Township 25N, Range 43, E.W.M. is hereby vacated. Parcel number not assigned.

Section 2. An easement is reserved and retained over and through the entire vacated area for the utility services of CenturyLink and the City of Spokane to protect existing and future utilities.

Passed by City Council April 8, 2019

Delivered to Mayor April 12, 2019

ORDINANCE NO C35754

An ordinance amending Ordinance No. C-35703, passed by the City Council December 10, 2018, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2019, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2019, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2019 budget Ordinance No. C-35703, as above entitled, and which passed the City Council December 10, 2018, it is necessary to make changes in the appropriations of the Police Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

Section 1. That in the budget of the Police Fund, and the budget annexed thereto with reference to the Police Fund, the following changes be made:

FROM:	0680-11440Police 21800-03490	Fund – Property & Evidence Evidence Tech II (Currently .75 FTE)	<u>\$ 36,029</u>
TO:	0680-11440 21800-03480	Police Fund – Property & Evidence Evidence Tech I (Increase to 1.0 FTE)	<u>\$ 26,971</u>
	0680-11150 21250-59956	Police Fund – Patrol Reserve for Service Advancement	<u>\$ 9,058</u>
			<u>\$ 36,029</u>

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from pursuant to a need to convert a part-time FTE to full-time due to increasing workload, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed by City Council April 8, 2019
Delivered to Mayor April 12, 2019

ORD C35697
Mayoral Veto Message



Mayor David A. Condon

RECEIVED
APR 11 2019
CITY CLERK'S OFFICE

April 11, 2019

Spokane City Council
808 W. Spokane Falls Blvd.
Spokane, WA 99201

Dear Council President Ben Stuckart and City Council Members,

I am writing to inform you that I am vetoing Ordinance C35697 relating to City building accessibility and safety. The Ordinance is redundant, lacks a fiscal analysis, and draws attention away from the community agencies and partnerships in place to provide necessary services to individuals experiencing homelessness.

City Hall is—and always will be—a facility that is accessible by the public, and we will continue to treat all citizens with dignity and respect when they enter City Hall. We will continue to provide the services we always have in City Hall, including utility billing, permitting, 311 services, public meetings, and access to the police ombudsman. As you know, those public services are concentrated primarily on the first and third floors, along with some additional services in the lower level. We will retain our process for issuing visitor badges as well as basic security services and continue to expect all visitors to City Hall to behave appropriately to ensure our employees can conduct City business without interference.

In addition to the redundancy, the Ordinance fails to include a fiscal note – a practice supported by Administrative Policy and Procedure 0260-10-01 whereas, “It is the policy of the City that agenda sheets provide enough data so that a balanced, productive council decision can be made and the public can understand what the item being considered is about. In essence, those acting on an agenda item need to know who, what, when, where, why, how and how much.” Furthermore, the “responsibility for the completed agenda sheet lies with the submitting department.” The failure to convey to the public the financial and operational impacts of Ordinance C35697 goes against our joint desire for fiscal transparency.

As prioritized in our Joint Administration-Council Strategic Plan, we are already working to protect our City’s vulnerable populations. This winter, staff developed (in partnership with non-profits, churches and private property owners) the largest-scale Warming Centers program the City of Spokane has ever supported, including:

- Nightly sheltering with safe staffing levels distributed across five sites, with advertised capacity for 275 people
- Spokane’s first ever young-adult warming center (targeting those 18-24)

The City of Choice

808 W. Spokane Falls Blvd. • Spokane, Washington 99201-3335
Phone: 509.625.6250 FAX: 509.625.6563

- Transportation provided to Warming Centers, across Warming Centers when needed to manage capacity, and from Warming Centers to meal and service sites in the mornings
- When temperatures turned coldest in January, service at one of the warming center sites expanded to include daytime operations, and the City's contracted providers stepped up again to adjust transportation services accordingly.

In line with being a safe and supportive community, the City already effectively works alongside community agencies to support coordinated, low-barrier, housing-focused services across the interventions of street outreach, assessment, temporary housing, permanent housing, homelessness prevention and diversion. Our Continuum of Care is successful in helping our partners operate existing shelter projects as effectively as possible, deploying added shelter resources in strategic ways that are accessible and safe for patrons and staff, and providing community leadership to ensure stabilization and access to pathways out of the circumstance of homelessness.

As we have seen with the recent struggles of the Downtown Spokane Public Library, advertising public spaces as a shelter for our vulnerable population does not create a safe and healthy environment for all users of the space. With the Library's recent need to purchase blue lights to discourage drug use in their public bathrooms, we can see additional financial and safety impacts City Hall will need to consider. Additionally, I agree with Councilwoman Stratton's comments in the *Spokesman Review* that "[Ordinance C35697] could encourage the most vulnerable members of the community to spend their days in a space that has no services for them."

While I appreciate the desire to reaffirm that City Hall is open to the public, I am vetoing Ordinance C35697. It is my hope that we continue to focus our efforts on the goals prioritized on the Joint Administration-Council Strategic Plan.

Sincerely,



David A. Condon
Mayor

Job Opportunities

We are an equal opportunity employer and value diversity within our organization. We do not discriminate on the basis of race, religion, color, national origin, gender identity, sexual orientation, age, marital status, familial status, genetic information, veteran/military status, or disability status.

CLERK III SPN 003 PROMOTIONAL

DATE OPEN: Monday, April 15, 2019

DATE CLOSED: Sunday, April 28, 2019 at 11:59 p.m.

SALARY: \$35,915.69 annual salary, payable bi-weekly, to a maximum of \$56,160.94

DESCRIPTION:

Performs a variety of complex clerical and office support activities requiring knowledge of City policies and procedures.

DUTIES:

- Maintains or checks complex records not requiring technical training or specialized techniques.
- Reviews or audits less complex records prepared by other employees (such as personnel and payroll records) and prepares related reports.
- Explains departmental policies and regulations to other employees and the public.
- Answers complaints, and independently composes correspondence.
- Maintains office files and supervises filing procedures as necessary.
- May order and maintain office supplies.
- Types forms, statements, letters, receipts, reports, and other material from rough drafts or general instructions, which frequently require independent action and discretion on the difficulties encountered; composes routine letters.
- Operates a personal computer or visual display terminal.
- May perform secretarial work in a small office where stenographic ability is not required.
- Accepts payment of utility and other City fund accounts, reconciles cash, and makes deposits.
- Instructs new employees in their duties and supervises subordinate employees as directed.
- Operates standard office machines incidental to assignment.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Promotional Requirements:

(Current employees of the City of Spokane may meet the promotional requirements. All promotional requirements must be met at the date of the examination.)

- *Experience:* One year of experience in the classification of Clerk II (SPN 002).
- Ability to type at the rate of 200 keystrokes (40 words) per minute.

Current, non-probationary, City employees within the line of progression may apply for this promotional recruitment if you meet either the open or promotional requirements (Rule VI Section 5 of the Civil Service Rules).

Open Entry Requirements:

(Open-entry applicants must meet all requirements when they apply.)

- *Education:* High school diploma or equivalent.
- *Experience:* Two years of clerical, office support, or data entry experience.
- *Substitution:* One year of undergraduate education (30 semester or 45 quarter credit hours) may substitute for one year of experience.
- Ability to type at the rate of 200 keystrokes (40 words) per minute.

EXAMINATION DETAILS:

Applicants must meet the minimum qualifications and pass the examination to be eligible for promotion.

The examination will consist of a computer based performance test, a multiple-choice test, and a promotional evaluation (PAR), with weights assigned as follows:

Performance test 50%
Multiple-Choice test 30%
PAR 20%

Upon request, at the time of application, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory, or speaking skills needed to take the test, unless the test is intended to measure those skills.

Computer Based Performance Test Details

The computer based performance test will consist of three parts to include a Microsoft Excel exercise, a Microsoft Word exercise, and a letter writing exercise. This test will be conducted in the City Hall computer training room on the 6th floor on **May 7, 2019** and **May 8, 2019**. **Test sessions will be assigned to candidates after the recruitment has closed.** The approximate duration of the test will be 2 hours.

Multiple-Choice Test Details

The written test will be conducted in the Civil Service Test Room on the 4th floor of City Hall on Monday, May 13, 2019 at 9 a.m. and 1 p.m. Candidates will be instructed to self-schedule their written test following the completion of the performance test. The approximate duration of the test will be 1 hour.

The test may include the following subjects:

Written Communication
Business Math
Clerical Procedures
Problem Solving
Reading Comprehension

Promotional Evaluation Details (PAR)

Pursuant to Civil Service Rule VI, Section 9, an evaluation of an employee's job performance (in the form of a Performance Appraisal Review (PAR)) shall be a subject in all promotion exams. The PAR should be administered by the employee's supervisor within the past year.

The employee's most recent PAR is the Promotional Evaluation for this position. If the most recent PAR is expired (older than one year), the employee's payroll clerk and supervisor are notified. The supervisor is responsible for submitting an updated PAR to the HR department for approval prior to the closing date.

If an updated PAR is not received by the closing date, the most recent PAR on file will be used regardless of the date administered.

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 11th day of April 2019.

MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

EVENT AND GROUP RENTAL MANAGER SPN 082
OPEN ENTRY

DATE OPEN: Monday, April 15, 2019**DATE CLOSED: Sunday, April 28, 2019 at 11:59 p.m.****SALARY: \$51,740.64 annual salary, payable bi-weekly, to a maximum of \$69,196.32****DESCRIPTION:**

Performs professional work in promoting the effective use of Riverfront Park, its facilities and programs through development, implementation, and coordination of event planning, advertising, private and corporate sales, sponsorships, and other special programs.

DUTIES:

- Performs and coordinates promotional/sales activities including, but not limited to, facility programming, corporate and private party rental sales, advertising sales, corporate event sponsorships, special events, and related programs designed to attract groups and sponsors to the facility.
- Performs and coordinates extensive communication by telephone, computer and in person
- Provides information regarding facilities promotions and policies.
- Fosters public relations between sponsors, organizers, vendors, user groups, etc., and the facility.
- Provides annual event calendars; participates in social media as appropriate concerning upcoming events and provides for distribution to the media and tourist services.
- Assists in development and implementation of, and coordinates marketing strategy and creation of advertising concepts.
- Coordinates and participates in marketing/sales campaigns and creation of ads.
- Coordinates and collaborates with applicable park managers to support related operations to plan and implement programs and services related to events, corporate rentals, and private party rentals.
- May direct and oversee event or hospitality staff.
- Works with third party event organizers to plan, implement and represent the City for onsite hosted events.
- Monitors event activities to ensure compliance with applicable regulation and laws, satisfaction of participants, and resolution of any problems that arise.
- Designs, plans, budgets, and implements in-house events.
- Pursues new opportunities to increase event frequency and quality.
- Identifies new special events and develops strategies to maximize the utilization of Riverfront Park's diverse facilities.
- Produces contractual agreements related to events, sponsorships, marketing, and facility rentals and coordinates with the City Attorney's Office to ensure their timely execution.
- Bills and monitors receivables for fees generated from assigned programs.
- Maintains regular contact with sponsors, groups, etc., to follow-up bookings.
- Develops and evaluates program costs and revenues as assigned.
- Identifies operation changes needed to achieve service revenue generation and cost containment goals.
- Actively pursues alternative revenue-generating opportunities for Riverfront Park.
- Operates a motor vehicle to facilitate performance of duties.
- Performs related work as required.

MINIMUM QUALIFICATIONS:**Open Entry Requirements:**

(Open-entry applicants must meet all requirements when they apply.)

- *Education:* Graduation from an accredited four-year college or university with a degree in Event Management, Marketing, Business, Communications, or related field.
- *Experience:* Two years of experience in a position with a municipal entertainment center, convention facility, major exposition, events management firm, or entertainment promotions agency with responsibility for selling, planning, coordinating, scheduling, arranging, facilitating, and promoting facility rentals for events and corporate or private parties.
- *Substitution:* Additional experience may be substituted, on a year for year basis, for up to two years of the education requirement.
- *License:* Possession of a valid driver's license.

EXAMINATION DETAILS:**EXAMINATION PROCESS**

The examination will consist of a Training and Experience (T&E) Evaluation, weighted at 100% of the final score. You will need to meet the minimum qualifications and pass the examination for this position to be eligible for hire.

T&E EVALUATION DETAILS

We have designed the T&E to evaluate the relevance, level, recentness, progression, and quality of the applicant's education and training, and to elicit sufficient job-related information to evaluate the amount and quality of the applicant's previous experience, as well as any other information deemed meaningful to performing the duties of the position.

Upon request, at time of application, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless we intend to measure those skills.

IMPORTANT: The T&E is the Civil Service examination for this position. We present it as a Supplemental Questionnaire, which needs to be completed online and submitted as part of the application. You may preview the questions online in the tab marked "QUESTIONS" on the job announcement.

NOTE:

- Responses should be consistent with the information on your application and are subject to verification. "See Resume" or "See Application" are not qualifying responses and will not be considered.
- Changes or corrections to your responses cannot be made once your application packet has been submitted. Duplicate applications will be disqualified.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments to the application will not be accepted in lieu of completing each question online.
- It may be more efficient to develop your responses in a word processing document and then paste them into the online questionnaire as you complete your application for submission.

We encourage you to apply immediately. Online applications must be completed and submitted by 11:59 p.m. on the filing cut-off date.

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 11th day of April 2019.

MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

**ATTRACTIONS AND RETAIL MANAGER SPN 094
PROMOTIONAL**

DATE OPEN: Monday, April 15, 2019

DATE CLOSED: Sunday, April 28, 2019 at 11:59 p.m.

SALARY: \$50,613.12 annual salary, payable bi-weekly, to a maximum of \$67,567.68

DESCRIPTION:

Manages daily operation, promotion, and business planning for Park attractions and retail locations, including the Carousel, SkyRide, ice and roller skating, other seasonal attractions, gift shop and other vendors.

DUTIES:

- Directs and schedules the daily operation for all Riverfront Spokane attractions. Ensures a positive visitor experience through clean attractions, safe operation, and friendly service.
- Hires, schedules, trains, and supervises subordinate staff. Develops training material and provides training in ride or attraction operation, basic crowd control, safety, customer service, retail display, and cash handling procedures. May train subordinate supervisors in ordering, inventory control, staff training, supervisory skills and problem solving, hiring, and scheduling.
- Reduces cost and increases service and profitability through efficient staff and operations.
- Designs, evaluates, and refines merchandise offerings. Orders and maintains inventory for all retail related merchandise, and promotes inventory turnover.
- Coordinates and purchases uniforms for all Riverfront Spokane Staff.
- Ensures all attraction and retail equipment is safe and properly operational; takes action to ensure all inspections, adjustments, repairs, and orders repairs are completed.
- Performs related administrative and budget tasks: develops bid specifications, solicits bids, negotiates contracts, and prepares purchase requisitions and small service contracts.
- Maintains records related to ride operations and training, merchandise costs, and labor costs. Tracks, reports and applies consumer sales and usage data. Recommends changes to operations calendar based on current sales trends.
- Develops, plans and implements promotions and marketing efforts for Attractions and Retail. Recommends discounts and pricing changes. Creates business plans on other revenue generating opportunities.

MINIMUM QUALIFICATIONS:**Promotional Requirements:**

(Promotional requirements must be met by the close of the recruitment.)

- *Experience:* A minimum of two years in the classification of SPN 069 Riverfront Park Shift Supervisor.
- *License:* A valid driver's license, or otherwise demonstrated ability to move to and from multiple work locations, is required.

EXAMINATION DETAILS:

You are required to meet the posted minimum qualifications and pass the examination for this position to be eligible for hire. The exam consists of a training and experience evaluation (T&E) and promotional evaluation, with scoring weights as follows:

- T&E score 80%
- PAR 20%

T&E DETAILS:

The T&E examination consists of a Supplemental Questionnaire. The questions may be viewed online under the tab marked "QUESTIONS" on the online job announcement page. The T&E must be submitted online at the time of application. All applicants must complete and submit a City of Spokane employment application online by 11:59 p.m. on the closing date.

- Responses to your T&E questions should be consistent with the information given in your application details. Answers are subject to verification.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments to the application will not be accepted in lieu of completing each question online.
- "See Resume" or "See above," etc., are not qualifying responses and will not be considered.
- Changes or corrections to your responses cannot be made once your application packet has been submitted.
- **TIP:** It may be more efficient to develop your responses in a word processing document and then paste them into the online questionnaire to be submitted.

PROMOTIONAL EVALUATION DETAILS

Pursuant to Civil Service Rule VI, Section 9, an evaluation of an employee's job performance [in the form of a Performance Appraisal Review (PAR)] shall be a subject in all promotion exams. The PAR should be administered by the employee's supervisor within the past year.

- The employee's most recent PAR is the Promotional Evaluation for this position.
- If the most recent PAR is expired (older than one year), the employee's payroll clerk and supervisor are notified. The supervisor is responsible for submitting an updated PAR to the HR department for approval prior to the closing date.
- If an updated PAR is not received by the closing date, the most recent PAR on file will be used, regardless of date administered.

Upon request, at time of application, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

We encourage you to apply immediately using the online application system. Submit your completed City of Spokane employment application online by 11:59 p.m. on the closing date.

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
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MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

LABORER I SPN 501
OPEN ENTRY

DATE OPEN: Monday, April 15, 2019

DATE CLOSED: Sunday, April 28, 2019 at 11:59 p.m.

SALARY: \$34,343.42 annual salary, payable bi-weekly, to a maximum of \$53,162.57

DESCRIPTION:

Performs unskilled and limited semi-skilled manual work in various departments

DUTIES:

- Work performed varies with department to which assigned.
- Digs and backfills ditches and holes by hand; loads and unloads trucks; sets out barricades; and directs traffic at construction sites.
- Polices and cleans in and around assigned buildings. Assists in the clearing or maintenance of grounds and areas.
- Assists craft specialists and other trade workers in the construction, repair and maintenance of buildings, equipment and/or furnishings.
- When assigned to night shift, also watches assigned building or areas for any damage or danger of loss to property. Turns off electrical equipment, waters lawns, answers and records telephone messages.
- Sweeps streets, gutters and alleys by hand; loads trash or snow into trucks; spreads sand on icy streets; prepares grade, spreads stone chips, fills paving cracks, spreads paving mix, operates paint line removing machine, and otherwise assists in street maintenance.
- Cleans reservoirs, and assists in laying water mains, installing hydrants, cleaning valves, cutting pipe and other water service operations.
- Assists in maintenance and construction of sewer infrastructure, and TV inspection of sewers. Cleans storm water lines and catch basins. Pumps septic tanks and cesspools.
- Operates thread cutting machine to cut pipe, etc.
- May instruct seasonal employees in setting up risers and chairs, and cleaning facilities after events.
- Cleans and transports vehicles from one location to another. Replenishes supplies and equipment in vehicles.

MINIMUM QUALIFICATIONS:

Open Entry Requirements:

(Open-entry applicants must meet all requirements when they apply.)

- *Education:* High school diploma or equivalent.
- *Experience:* One year of laboring experience.
- *License:* Possession of a valid driver's license

EXAMINATION DETAILS:

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hiring. Accepted applicants will be notified to schedule their test session online.

The examination will consist of a multiple-choice test. The test will be conducted in the Civil Service Test Room at City Hall the week of **May 6, 2019, at 9:00 a.m. and 1:00 p.m.** The approximate duration of the test is 2 hours.

Additional test sessions may be added based on the number of applicants. Sessions are filled on a first-come, first-served basis.

The City will provide accessible tests to applicants with disabilities that impair manual, sensory, or speaking skills needed to take the test, unless the test is designed to measure those skills. Applicants must request such test accommodations at the time of application.

The test may include such subjects as:

- Driving
- Safety
- First Aid
- Mechanical Knowledge
- Mathematics
- Human Relations
- Following Instructions

Please see the Test Information Guide for further details on our written testing process.

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with **Job Title – Applicant Name** in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
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MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

POLICE LIEUTENANT SPN 916
PROMOTIONAL

DATE OPEN: Monday, April 15, 2019

DATE CLOSED: Sunday, April 28, 2019 at 11:59 p.m.

SALARY: \$120,853.44 annual salary, payable bi-weekly, to a maximum of \$132,253.92

DESCRIPTION:

Performs responsible supervisory police work in command of an assigned shift, unit, or other administrative police detail.

DUTIES:

- Commands an assigned shift in the uniform division. Assigns, instructs, and reviews the work of subordinates; supervises enforcement of traffic ordinances; studies traffic control methods, devices, and problems, and makes recommendations for improvement; patrols the City inspecting the work of subordinates; and assumes charge of police activities at the scene of major emergencies.

- Commands an assigned unit in the investigation division. Assigns cases, participates in interrogations, reviews reports of investigations, and reviews results of investigations with the Prosecutor. May be in a "stand-by" status, depending on duty assignment.
- Supervises planning and training activities of the Police Academy. Develops curricula, obtains and schedules instructors; supervises preparation, administration and grading of examinations; and maintains records and reports on students.
- Assists in the preparation of working schedules, maintains and enforces discipline, supervises and participates in the preparation of reports and records relating to assigned activities, and reviews reports of subordinates.
- Participates in the discipline process by providing recommendations for findings, either through chain of command reviews of Administrative Review Panels (ARPs).
- May be assigned other activities such as: Administrative Aide, or directing and coordinating functions including Community Services, Special Projects/Community Policing, Inspections/Internal Affairs, Special Investigations Unit, Civil Enforcement Unit, Records-Property-Radio Support Services.
- Performs general police duties and other related work as required.

MINIMUM QUALIFICATIONS:

Promotional Requirements:

(All promotional requirements must be met at the date of the examination.)

- *Experience:* Currently a Sergeant with two years of service with the City in the classification of Police Sergeant (SPN 915).
- *Additional:* Applicant must be certified by the police physician as physically fit to perform the duties of Police Lieutenant.
- *License:* Possession of a valid driver's license.

EXAMINATION DETAILS:

Applicants must meet the minimum qualifications and pass the examination for these positions to be eligible for hire. The examination will consist of a multiple-choice test and assessment center, with weights assigned as follows:

- Multiple-choice test 40%
- Assessment center 60%

MULTIPLE-CHOICE TEST DETAILS:

The multiple-choice test will be conducted in the Civil Service Test Room (4th floor, City Hall) on **Tuesday, May 7, 2019, at 9:00 a.m.** The duration of the test is 2 hours, 30 minutes.

The test will include subjects as outlined in the 2019 Bibliography for Police Lieutenant.

ASSESSMENT CENTER DETAILS:

The assessment center will be administered by Public Safety Testing Inc. on **May 14-15, 2019**. All assessment center exercises will be conducted at the Spokane Convention Center (334 W. Spokane Falls Blvd.). Candidates will be notified when and where to appear.

Please Note: A maximum of 12 candidates will be invited to the assessment center. If necessary, the multiple-choice test score will be used to determine who advances for assessment.

INFORMATION SESSION: Public Safety Testing Inc. will present an information session about the assessment process on April 22 from 1-4 p.m. in the Civil Service Test Room at City Hall. This meeting is not mandatory, but all potential applicants are encouraged to attend.

Upon request, at time of application, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 11:59 p.m. on the filing cut-off date.

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the subject line of the email
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